



Public Service Commission of Wisconsin

Ave M. Bie, Chairperson
Joseph P. Mettner, Commissioner
John H. Farrow, Commissioner

610 North Whitney Way
P.O. Box 7854
Madison, WI 53707-7854

January 26, 2001

Re: Electronic Filing of 2000
Assessable Revenues Worksheet
with the Public Service Commission of Wisconsin

**Assessable Revenues Worksheet
Required by April 2, 2001
DWCCA-AR-2000**

To the Party Addressed:

Our records indicate that you have an obligation to **file** with the Public Service Commission of Wisconsin (Commission) **by April 2, 2001**, a **Calculation of Assessable Revenues Worksheet** (Assessable Revenues Worksheet) covering calendar year 2000 operations. This Assessable Revenues Worksheet includes an area for reporting both the **Calculation of Assessable Revenues for Remainder and Telephone Relay Assessment Purposes**, and also **Assessable Revenues for Universal Service Fund Assessment Purposes**.

Please note the following concerning the 2000 Assessable Revenues Worksheet:

1. **Electronic filing is required for the 2000 Assessable Revenues Worksheet. Hardcopy or facsimile filing of the 2000 Assessable Revenues Worksheet is not permitted.**
2. The 2000 Assessable Revenues Worksheet is a Microsoft Excel97 file that is available on the Commission's Web page at <http://www.psc.state.wi.us>. See the "2000 Assessable Revenues Worksheet for IXC's and Other Entities" item in the Telecommunications section of the Web page. (Please note that in the worksheet you may use the "Tab" key to advance to the next required data entry cell.)
3. **Public Filing**
If you intend to file the Assessable Revenues Worksheet on a public basis, you may either file the electronic worksheet via e-mail (pscsecs@psc.state.wi.us) as an attachment, or mail (or send via courier) a diskette to the Commission. The subject line of the e-mail should be: "Official Filing - 2000 Assessable Revenues Worksheet of YYYYYY (XXXX)," with "YYYYYY" designating the name of the company and "XXXX" designating your company's 4-digit Commission identification number. If a diskette is sent to the Commission, the diskette should be labeled with the following information: "2000 Assessable Revenues Worksheet of YYYYYY (XXXX)," with "YYYYYY" designating the name of the company and "XXXX" designating your company's 4-digit Commission identification number.

The public version of the worksheet should be saved with the name "ARW00_XXXX.xls" with "XXXX" representing your company's 4-digit Commission utility identification number. (Your company's 4-digit Commission utility identification number is available on the Commission's Web page at http://www.psc.state.wi.us/a_unf1/default.asp.)

4. **Confidential Filing (Disregard this item if no portion of your company's worksheet is to be filed on a confidential basis!)**

On October 23, 2000, the Commission issued an order in docket 1-AC-201 and implemented an Emergency Rule for Confidential Filing. A copy of the order in docket 1-AC-201 is available on the Commission's Web page at http://www.psc.state.wi.us/a_cms2/default.asp. Keep in mind that this rule may be modified by the date on which you file your completed 2000 worksheet.

If you intend to file portions of the Assessable Revenues Worksheet on a confidential basis, you may file the worksheet via regular mail or courier (not via e-mail) on a diskette. Labeling instructions for the diskette are identical to those itemized for the Public Filing except that, in addition, the diskette should be marked or stamped with the word "CONFIDENTIAL" in red letters.

The confidential version of the worksheet should be saved with the name "CARW00_XXXX.xls." No information in this file should be masked. A second file, the public version of the worksheet, must also be created. Begin with the saved "CARW00_XXXX.xls" file and paste the word "CONFIDENTIAL" in all cells of the Excel file that you do not want available to the public. Then save the file with the name "ARW00_XXXX.xls."

If your worksheet is to be filed on a confidential basis, all questions contained in the Rules for Confidential Filing should be answered and filed, together with a Confidentiality Request form and notarized affidavit, with the completed worksheet. (Confidentiality request forms (Form 7000) are available by calling the Commission at (608) 261-8524 or by requesting a form via e-mail. Send your e-mail request to pscrecs@psc.state.wi.us, indicating the number of required forms and a name and address to which the form(s) should be mailed. Instructions are shown on the back of the form. The latest expiration date for confidential requests should be four years following the statutory (April 1) filing date for annual reports (i.e., April 1, 2005, for the 2000 worksheet filing). After the expiration of the 4-year period the confidential electronic data become part of the public copy unless you have requested CONFIDENTIALITY be extended. The confidential information will not be returned.)

5. If a merger, takeover, combination, or other business reason results in a different name on the filed 2000 Assessable Revenues Worksheet from that shown on the envelope associated with this mailing, an explanation should be provided, either in the e-mail accompanying the electronic filing or in a separate letter accompanying the diskette filed with the Commission. This explanation should include the date of the change and the affected entities with their respective 4-digit Commission utility identification numbers.

A name change is not effective in the Commission's records until a separate notification letter is sent to the Commission including documentation to confirm registration of that change with the State of Wisconsin Department of Financial Institutions (DFI). (DFI application forms and instructions can be obtained by calling DFI at (608) 261-7577, using their web page at www.wdfi.org, or by writing to P.O. Box 7846, Madison, WI 53707-7846.). (Your company's name as shown in the Commission's records may also be verified on the Commission's Web page at http://www.psc.state.wi.us/a_unf1/default.asp.)

6. Assessable revenues for remainder and telephone relay assessment purposes include revenues from calls originating in Wisconsin regardless of termination location plus miscellaneous revenues (rent, directory, etc.), attributable to Wisconsin and inbound interstate 800 and collect revenues billed to customers in Wisconsin. Such assessable revenues exclude revenues from services such as customer premises equipment sale and maintenance, inside wire maintenance, and revenues from the Internet Service Provider line of business, which have either been deregulated or defined as nonutility by the Commission. Please note that this calculation of assessable revenues is not synonymous with and is more extensive than the typical definition of intrastate (i.e., calls originating and terminating in Wisconsin).

The amount reported on line 1 for Gross Operating Revenues--Wisconsin is before consideration of uncollectible revenues. Line 3 addresses current year uncollectible write-offs and line 4 addresses current year collections of amounts written off in previous years.

7. Please use the definitions contained in footnotes 4-7 on the worksheet in providing the intrastate USF assessable revenue amount on line 6. In most cases, the assessable revenues for remainder and telephone relay purposes will be greater than assessable revenues for USF purposes. Providers with less than \$200,000 of Wisconsin Gross Intrastate Operating Telecommunications Service Revenue are exempt from USF assessments; however, even if your utility's revenues are under that threshold, you are required to file this revenue information.

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8. In addition, to assist you in providing assessable revenue information for remainder, telephone relay, and universal service fund assessment purposes in the Assessable Revenues Worksheet, a document titled "Questions and Answers Concerning Assessments & Fees Applicable to Telecommunications Providers Levied by the Public Service Commission of Wisconsin" is available on the Commission's Web page at <http://www.psc.state.wi.us/writings/papers/tele/Assess.htm>
9. Revisions, if any, to the worksheet subsequent to filing with the Commission must follow the procedures set forth above for the Public Filing or Confidential Filing, as applicable.
10. Be certain to report requested e-mail and Web site address information. Notification of the availability of the 2001 Assessable Revenues Worksheet form will be accomplished via e-mail (rather than by regular mail).

Do **not** send your Assessable Revenues Worksheet to the State of Wisconsin Department of Financial Institutions or the State of Wisconsin Department of Revenue. Send your company's Assessable Revenues Worksheet to the Commission's e-mail address (pscsecs@psc.state.wi.us) or, if remitting by an electronic diskette, to the Commission's post office box address (P.O. Box 7854, Madison, WI 53707-7854) if using regular mail, or, if using a courier service, to the street address (610 N. Whitney Way, Madison, WI 53705-2729).

If you have any questions, please feel free to contact me at (608) 267-9504.

Sincerely,

Kevin H. Klingbeil, CPA
Audit Manager
Telecommunications Division

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